Operational Safety Guideline **Oxy Acetylene**	**No. 14** **Authorised By:** **Ass. Dir. Infrastructure Planning & Compliance**
Issue Date: September 2013 **Last Reviewed: September 2013** **Next Review Date: September 2014**	**Page Number: 1 of 2**

DO NOT use this machine unless you have been trained in its safe use and operation.

Description of Work:	Using Plumbed Oxy-acetylene Equipment

Potential Hazards: Fire and ultraviolet light hazard with the potential to cause harm through exposure to heat, projectiles, fumes and gases, radiation, sparks and sharp objects.

Personal Protective Equipment (PPE) Required *(Check the box for required PPE)*:

Gloves	Face Masks	Eye Protection	Welding Mask	Appropriate Footwear	Hearing Protection	Protective Clothing
☒	☐	☐	☒	☒	☐	☒

Safe Work Checklist:

1. PRE-Operation:
   - Task (e.g. Drawings, instructions, specifications etc) is clearly understood.
   - Ensure the work area is clean and clear of grease, oil and any other flammable materials.
   - Ensure the gloves, welding gun and work leads are in good condition.
   - Ensure other work areas are protected from flash.
   - Ensure appropriate ventilation is in place prior to use.
   - Ensure appropriate PPE is worn.
2. Operation:
   - Only use as per directions in User Manual.
   - Use only a flint lighter to light torch.
   - Keep hands clear of work piece and away from flame.
   - Ensure equipment is correctly set up for gas flow.
   - Never leave the welder running unattended.
3. POST-Operation:
   - Switch off machine and fume extraction (if relevant).
   - Close gas valves.
   - Hang up welding gun and welding cables.

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Competent Persons (The following persons are authorised to operate the equipment).		
Name:	**Title:**	**Contact Details:**

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